

## About the City

Founded in 1911, Chula Vista is a beautiful coastal community with a population of over 217,500 located seven miles south of downtown San Diego. In



Chula Vista, you will find the best California has to offer including a great year-round climate with smog-free air; two marinas with easy access to San Diego Bay for sailing, windsurfing, water skiing, and other water sports; nearby beaches, beautiful foothills and back country with bass fishing in Otay Lake; and opportunities for horseback riding, hiking, and camping.

The City of Chula Vista has 48 parks, three regulation golf courses, two municipal swimming pools, 61 tennis courts, and five community centers. There is a fine school system. Excellent shopping facilities and modern housing are available throughout the city. Chula Vista continues to develop as a community and has exciting plans for the development of the Bayfront. Located in one of the most beautiful areas of the nation, the City of Chula Vista offers an excellent place to live and work. We are also home to the Olympic Training Center.

The City operates under its own charter with a Council-Manager form of government. The Mayor and four Council members are elected at-large for four-year overlapping terms. The City has a long history of political and financial stability. Through careful financial management, the City has built up substantial budget reserves.

The City has over 1,160 full-time employees and an operating budget of approximately \$155.9 million allocated to the following departments: City Attorney, Engineering, Finance, the Chula Vista Nature Center, City Clerk, Fire, Planning & Building, City Manager, Human Resources, Police, General Services, Conservation & Environmental Services, Community Development, Library, Public Works, Management & Information Services and Recreation.

### Equal Opportunity Employer

The City of Chula Vista is an affirmative action, equal opportunity employer and does not discriminate on the basis of race, color, creed, national origin, sex, sexual orientation, religion, age, or disability in employment or in the provision of service.

### Smoking Policy

The City of Chula Vista has a smoking policy that prohibits smoking in all City buildings and vehicles.

### Pre-Placement Physical

Employment is contingent upon successful completion of a pre-placement medical exam that may include a drug screen.

### Americans with Disabilities Act

The City of Chula Vista will provide reasonable accommodation in the examination process when requested by a qualified applicant at least one week prior to the exam. To request reasonable accommodation, contact the Human Resources Department.

### Employment Eligibility Verification

The successful applicant will be asked to show proof of citizenship or provide documentation that gives the individual the legal right to work in the United States.

## Chula Vista Fire Department

### Mission Statement

Our Mission is to serve and safeguard our diverse community through a professional, efficient and effective system of services, which protect life, environment, and property.

### Value Statement

Service and Protection with  
Pride, Respect, Teamwork and Safety.

The provisions of this bulletin do not constitute an expressed or implied contract and they may be modified or revoked without notice.

Published: August 1, 2005



CITY OF  
CHULA VISTA

*invites applications for*

## DEPUTY FIRE CHIEF



**Recruitment #05-224**

**Filing Deadline: 5 pm, Monday, September 12, 2005**

## The Department

The Chula Vista Fire Department began in 1921 and has since grown to 141 employees. Their mission is to protect life and property within the City's 52 square mile area. The majority of the Fire Department's personnel are sworn professional firefighters, with the remaining staff providing support for administrative, fire prevention and dispatch activities.

During a typical 24-hour shift there are 33 line firefighters and one Battalion Chief on constant duty spread among the City's eight fire stations. Each station has a Captain, Engineer, and one Firefighter; Fire Stations 1 and 7 have an additional Captain, Engineer, and two Firefighters to staff a ladder truck. Medical transport is provided through a contract with American Medical Response. In January 2006, there will be a second Battalion Chief assigned to Station 7.

The Fire Department provides a multitude of services for the community including: fire protection, rescue services, emergency medical services, fire inspections, plan checking, public education and hazardous materials response.

## The Position

The Deputy Fire Chief, reporting directly to the Fire Chief, is responsible for managing the operations division, which includes supervision and management of all suppression and emergency medical service delivery.

The position oversees the following areas:

- **Fire Suppression Services** - Provided by eight fire stations and associated personnel. The Deputy Fire Chief is responsible for the efficient and effective deployment of fire personnel and equipment.
- **Emergency Medical Service (EMS)** - EMS accounts for approximately 80% of the calls for service within the suppression division. The Deputy Fire Chief represents the department when interacting with the private EMS provider (American Medical Response).
- **Training** - The Deputy Fire Chief will ensure that proper training is conducted to support the department's growth and bridge gaps in experience levels.

## Essential Duties

- Plan, organize and direct emergency services functions and activities including studying, evaluating, and reporting on work programs, organization, and procedures.
- Assist in the development and implementation of the fire department work plan; assist in work activities, projects and programs; monitor work flow; review and evaluate work products, methods and procedures.
- Contribute to overall City efficiency and responsiveness to service demands through understanding and implementing City policy.

## Essential Duties (continued)

- Coordinate inter-departmental projects, ensuring positive interaction with other departments and agencies; may act for the Fire Chief during absence or as directed.
- May assume command of major incidents when deemed appropriate and necessary.
- Coordinate and participate in the development, review and control of the departmental budget; participate in the forecast of additional funds needed for staffing, equipment, materials and supplies; administer the approved budget.
- Represent the division and department to outside agencies and organizations; participate in outside community and professional groups and committees.
- Research and prepare technical, administrative and special reports; prepare written correspondence.
- Recommend the appointment of personnel; provide or coordinate staff training; conduct performance evaluations; recommend discipline; implement discipline procedures as directed; maintain discipline and high standards necessary for the efficient and professional operation of the department.
- Coordinate radio, dispatch and telephone communications and automatic and mutual aid agreements with surrounding jurisdictions.

## Qualifications

Education, Experience and Training - Any combination of education and/or experience and training that would likely provide the required knowledge and abilities is qualifying. Typically, five years of increasingly responsible management experience in fire suppression, prevention or administration and training equivalent to a Bachelor's degree from an accredited college or university with major course work in Fire Science, Fire Administration, Public Administration or a related field. State Board of Fire Services Certification as a Chief Officer is highly desirable.

## The Selection Process

Candidates whose education, training, and experience best meet the needs of our position will be invited to participate in the selection process.

## How to Apply

Applicants should submit an official City application form along with a resume to:

City of Chula Vista  
Human Resources Department  
276 Fourth Avenue  
Chula Vista, CA 91910

## How to Apply (continued)

Applicants seeking additional information regarding the City or position should contact the Human Resources Department at (619) 691-5096. Applications may be downloaded via our website: [www.chulavistaca.gov](http://www.chulavistaca.gov).

### Assigned Staff:

Erin Bernal, Principal Human Resources Analyst  
Telephone: (619) 476-5381 | E-Mail: [ebernal@ci.chula-vista.ca.us](mailto:ebernal@ci.chula-vista.ca.us)

**The final closing date is 5:00 p.m., Monday, September 12, 2005.**

## Salary and Benefits

### Annual Salary: \$135,000

**Retirement:** The City provides the 3% at 50 formula and contributes the employee's full 9% share to the California Public Employees Retirement System (CalPERS). The City does not participate in Social Security.

**Flexible Benefit Plan:** This position receives \$10,146 annually, from which medical insurance must be purchased for the employee. The remaining money may then be used to purchase a wide variety of non-taxable benefits or receive taxable cash. (The amount will be pro-rated based on plan year and start date.)

**Insurance:** The City provides life and AD&D insurance coverage of \$50,000.

**Long Term Disability:** The City pays the total premium for a short and long-term disability policy.

**Vacation & Holidays:** This position receives 15 days of vacation for the 1st - 14th year of service; 25 days for 15 + years of service plus three floating holidays and ten hard holidays.

**Sick Leave:** Sick leave is accrued at the rate of one day per month, with the option of a cash payment of 1/4 of the annual accumulation if four days or fewer are used during the year. Beginning sick leave and vacation balances are negotiable.

**Management Leave:** This Senior Manager position receives 80 hours of Management Leave annually which must be used before the end of the fiscal year. Hours are pro-rated based on date of hire.

**Deferred Compensation:** A non-contributory deferred compensation plan is available. In addition, you may choose to participate in the City's 401 (a) plan, which matches 2% of salary.

**Flexible Spending Accounts:** Employees may participate in a Health and/or Dependent Care FSA that will allow them to pre-designate money into these accounts on a pre-tax basis.